

On page 9 Attachment A, Bid Summary, under the shaded heading, "Election Ballots", third line down, "Over/Under Adjustment 50%". Should the percentage amount be "5%"?

- The third line down is a typo it should be 5%

On page 11 Attachment C, References, in the first reference information, should the language in the box, "Number of Ballots Printed:" be "Number of Ballots Printed Annually:" like in the other reference sections?

- It should read "Number of Ballots Printed Annually."

Does Bay County provide the PDF of the ballots to the printer (or is the printer responsible for typesetting and layout)?

- Yes, the County will provide layout and the vendor is responsible for accuracy and state approved specifications.

We would like to understand what you mean by Setup Costs in the Bid Summary. In typical bids, we are given a ballot quantity, the number of styles required, ballot length and number of sides printed. We normally do not see a Setup Cost unless it is for a reorder after the initial printing.

- Some printers charge initial set-up costs when running a job for the first time, we just want to be aware of every possible, known cost.

Is delivery to the individual communities or do all ballots go to the County offices?

- Individual locations

On the internet it appears that Bay County has 53 precincts. How many ballot styles were printed in August 2012 (including any school splits, etc.)?

- 53 precincts – 53 ballot styles

For proofreading services, do you provide candidate copy and proposals for the printer to utilize? Does the printer proofread only the final PDF or is the printer asked to proof every revision that is created?

- The Clerk will provide candidates and proposals and the printer is responsible for accuracy of each revision

Are there evaluation criteria to determine the winning bid or is it primarily Low Bid.

- We will look at price, ballot samples, answers to the questionnaire and references. We will award the bid based on best value offered to Bay County.

Following candidate and proposal filing deadlines and any court challenges, counties will generate proof ballots in a pdf format and email us those files to proof. Subsequently they'll find errors, we'll find errors, they might have a local jurisdiction that will tweak proposal

language, candidates sometimes request name changes after getting proof ballots, etc., the county makes the needed corrections and then sends us a revised pdf file to proof again. It is not uncommon to receive on the average four versions of pdf files per county (we work with 29 counties) in an election cycle. Any number of the errors we find throughout this process would constitute a rerun if they went unnoticed and ballots were printed and distributed. Sorry for being long winded, but my question is: in addition to providing specific real life examples, would it be okay for me to offer a similar explanation of our proofing process in answering item #8 to better explain the ramifications our proofing has on ballot printing?

- Please provide as much information as you wish

In addition to researching our records from past elections, I would like to discuss item #8 with the county clerks we have as customers, so that I might provide the most accurate and detailed account of past examples. Is this okay?

- Please see the previous answer, however, in fairness to all bidders I would ask that you not speak to our County Clerk.